

CITY OF ARMADALE

AGENDA

OF COMMUNITY SERVICES COMMITTEE TO BE HELD IN THE FUNCTION ROOM, ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON TUESDAY, 2 AUGUST 2022 AT 7.00PM.

A meal will be served at 6:15 p.m.

PRESENT:

APOLOGIES: Cr K Busby (Leave of Absence)

OBSERVERS:

IN ATTENDANCE:

PUBLIC:

“For details of Councillor Membership on this Committee, please refer to the City’s website – www.armadale.wa.gov.au/your_council/councillors.”

DISCLAIMER

The Disclaimer for protecting Councillors and staff from liability of information and advice given at Committee meetings to be read.

DECLARATION OF MEMBERS' INTERESTS

QUESTION TIME

Public Question Time is allocated for the asking of and responding to questions raised by members of the public.

*Minimum time to be provided – 15 minutes (unless not required)
Policy and Management Practice EM 6 – Public Question Time has been adopted by Council to ensure the orderly conduct of Public Question time and a copy of this procedure can be found at <http://www.armadale.wa.gov.au/PolicyManual>*

It is also available in the public gallery.

The public's cooperation in this regard will be appreciated.

DEPUTATION

CONFIRMATION OF MINUTES

RECOMMEND

Minutes of the Community Services Committee Meeting held on 7 June 2022 be confirmed.

ITEMS REFERRED FROM INFORMATION BULLETIN

Report on Outstanding Matters – Community Services Committee

If any of the items listed above require clarification or a report for a decision of Council, this item to be raised for discussion at this juncture.

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COMMUNITY SERVICES COMMITTEE

2 AUGUST 2022

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1.1 - EXPLORATION OF A RECONCILIATION ACTION PLAN FOR THE CITY OF ARMADALE

WARD : ALL
FILE No. : M/342/22
DATE : 4 July 2022
REF : RM
RESPONSIBLE MANAGER : Executive Director
Community Services

In Brief:

- This report outlines the process required to present a draft Reconciliation Action Plan to Reconciliation Australia for accreditation. The first step of the process comprises the establishment of a Reconciliation Action Plan Working Group
- Recommend that Council:
 1. Endorse the establishment of a Reconciliation Action Plan Working Group to oversee the development of a draft Reconciliation Action Plan
 2. Endorse the development of a draft Reconciliation Action Plan to be presented to Council for endorsement prior to the end of the 2022/23 financial year

Tabled Items

Nil

Decision Type

- Legislative** The decision relates to general local government legislative functions such as adopting/changing local laws, town planning schemes, rates exemptions, City policies and delegations etc.
- Executive** The decision relates to the direction setting and oversight role of Council.
- Quasi-judicial** The decision directly affects a person's rights or interests and requires Councillors at the time of making the decision to adhere to the principles of natural justice.

Officer Interest Declaration

Nil

Strategic Implications

Strategic Community Plan

Community

1.2 Improve Community Wellbeing

- 1.2.2 Facilitate the alignment of service and program delivery to identify social priorities within the community

1.4 An Inclusive and Engaged Community

- 1.4.4 Encourage the provision of culturally appropriate services and programs in the City

Leadership

4.2 A Culture of Innovation

- 4.2.2 Drive innovation and develop an inclusive culture that supports diverse perspectives and ‘outside the box’ thinking across the organisation

Public Health and Wellbeing Plan

11.3 Improve and Maintain Aboriginal and Torres Strait Islander Health and Wellbeing

- 11.3.1.1 Consider developing a Reconciliation Action Plan for the City of Armadale
 - Improve health and wellbeing outcomes for the local Aboriginal and Torres Strait Islander community
 - Improved relationship between Aboriginal and Torres Strait Islander community and the City of Armadale

Legal Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

- \$1500 - registration fees to Reconciliation Australia for a draft Reconciliation Action Plan
- It is proposed that the City’s Reconciliation Action Plan is developed in-house by relevant staff under the oversight of the Reconciliation Action Plan Working Group, hence there will be nil costs for an external consultant

Consultation

1. Intra-departmental

BACKGROUND

At the Ordinary Council Meeting on 13 June 2022, a Councillor item was raised to request a report on the cost of implementation and appetite for a Reconciliation Action Plan (RAP) for the City of Armadale. The subsequent recommendation by Council comprised (C14/6/22):

*That Council refer the following Councillor item in regard to:
Exploration of a Reconciliation Action Plan (RAP) for the City of Armadale to the relevant Directorate for action and/or report to the appropriate Committee.*

The Aboriginal Community in Armadale

The following data from the Australian Bureau of Statistics (ABS) Census provides demographic information on the Aboriginal and Torres Strait Islander community in Armadale:

- **Higher Aboriginal population resided in Armadale at the time of the 2021 ABS Census:** Aboriginal and/or Torres Strait Islander population made up 3.0% of the City of Armadale compared to 2.0% for Greater Perth
- **Higher numbers of Aboriginal children and young people resided in Armadale at the time of the 2021 ABS Census:** 38.6% of the Aboriginal and/or Torres Strait Islander population in the City of Armadale was aged 0 – 15 years compared with 32% of the Indigenous population for all of Western Australia. City of Armadale had both larger populations for the 0 – 4 and 5 – 14 age brackets
- **Aboriginal people in Armadale were less likely to complete Year 12 or equivalent at the time of the 2021 ABS Census :** 56.25% of persons within the City of Armadale have achieved year 12 or equivalent compared to 35.9% of the Aboriginal and/or Torres Strait Islander population

Whilst ABS data on non-school qualifications and employment status is part of the second release in October 2022, the following information is cited from the 2016 ABS data collection:

- **A lower proportion of Aboriginal people hold formal qualifications at the time of the 2016 Census:** 26.1% compared to 45.0% for non-Aboriginal people
- **Higher numbers of Aboriginal people were unemployed at the time of the 2016 Census:** 24.8% compared with 9.2% for non-Aboriginal people

The City's Approach to Reconciliation

The City has a long standing commitment to maintaining a mutually positive and beneficial relationship with the local Aboriginal community. This commitment has translated into the provision and operation of a custom built community centre (the Champion Centre), employing skilled and experienced Aboriginal staff, welcoming external service providers to establish a base at the Centre and actively advocating for the continuation of funds from the Federal Government for the delivery of services specific to the Aboriginal community.

The City's positive relationship with the Aboriginal Elders is key to the stability of the Champion Centre and Aboriginal Development team. The Elders have always been supportive of the City undertaking the management of the Centre as it is seen as a neutral entity that does not enter into cultural/family issues.

The following comprehensive timeline demonstrates how the City progressed its commitment over the years:

1998: Council established the Aboriginal and Torres Strait Islander Advisory Committee (ATSIAC) to advise and make recommendations to Council on a range of issues affecting Aboriginal people living in the City. That group was responsible for initiating (through the City) Federal funding for the establishment of the Aboriginal Family Support Service and developing NAIDOC celebrations. ATSIAC played a major role in influencing the Minister for Aboriginal Affairs to approve an *Aboriginal Heritage Act 1972* Section 18 Clearance for the Champion Lakes Regional Recreational Park when it was initially refused because of Aboriginal historical importance. Without the Section 18 Clearance the Champion Lakes Regional Recreational Park would not have proceeded.

2002: The application by the City under Section 18 of the *Aboriginal Heritage Act 1972* to the Department of Indigenous Affairs to redevelop Champion Lakes to provide for a Regional Recreation water themed park was approved by the Minister in August 2002, subject to an Aboriginal Enterprise and Interpretive Centre being constructed on the site. The Centre was to be constructed in two stages with the first including an Amphitheatre, interpretive trails and barbeque facilities. The second stage was to include a building that would provide for community, heritage and economic activities relevant to the Aboriginal community and recognition of the sites Aboriginal significance. Stage One was completed in 2010, however Stage Two of the development remained unfunded. The City at the time advocated that the initiation of the Champion Centre would fulfil components expected from Stage 2 thereby addressing the requirements of the Section 18 Clearance.

2002: The City received funding from the Department of Families, Housing, Community Services and Indigenous Affairs (FHCSIA) for the Armadale Aboriginal Family Support Service.

2005: FHCSIA's program changed to the Indigenous Children's Program to focus specifically on Aboriginal children, with the City developing Koorlangah Mia (Children's Place) as a referral service for children in crisis situations.

2005: Council supported the amendment to the Armadale Redevelopment Authority's (ARA) Redevelopment Scheme to enable the extension of the retail area on Orchard Avenue, now Armadale Central Shopping Centre. The support was subject to the activities in two community buildings (Orchard House and Minnowarra House) being relocated. The activities and services that operated out of Orchard House were focused on the Aboriginal community including the City's Federally funded Indigenous Children's Program.

2006: The Indigenous Children's Program was transitioned to Waminda Aboriginal Corporation as part of Waminda's service provision from a Department of Housing premise in Armadale.

2007: The City resumed direct responsibility for the Indigenous Children's Program at Waminda's request due to management issues and venue restrictions.

2007: The City, in partnership with its ATSIAC, conducted a wide community consultation including key stakeholders and service providers on an appropriate model of service provision following the demise of the original Orchard House. Key outcomes included a suitable venue for services to operate from and the need for a centralised coordinated approach. Organisations were keen to be part of the approach, however there was no capacity for any to assume the 'centralised coordination' role.

2008: The City established the Champion Centre (it was previously a recreation centre) as a community hub in partnership with 80 organisations identified as having links with the Centre.

The ATSIAC transitioned to the Aboriginal and Torres Strait Advisory Group (ATSIAG) so as to create a more flexible model of engagement and remove the formalities required of a Council appointed Committee.

2009: The ARA sent a report to the City on May 2009 stating compliance to the conditions of the Section 18 (this report provided the Department of Indigenous Affairs with sufficient information to discharge the City of Armadale's responsibilities under Section 18). This report detailed the successful compliance with Section 18 Champion Lakes redevelopment and how the relationship between the Aboriginal people and the City made it easy to engage and gain feedback, contributing to that compliance.

2010: The City was approached to develop a 'One Stop Shop' at the Champion Centre by the WA Aboriginal Affairs Coordinating Committee (AACC) comprising the Director Generals of the Department for Child Protection (DCP), Departments of Education, Housing, Health, Indigenous Affairs (DIA), Premier and Cabinet, Treasury and Finance, and Regional Development and Lands. This resulted in a forum called *Working Together: Smarter not Harder* where 150 people representing 80 government, non-government and community sector organisations gathered to develop a collective plan to address disadvantage for Aboriginal families.

2011 – 2014: The City received funding from the Federal Government through the Indigenous Parenting Service of \$160,000 per annum.

2015 – 2022: The City has received Indigenous Advancement Strategy (IAS) Children and Schooling stream funding of \$160,000 per annum from the Federal Government (first from the Department of Prime Minister and Cabinet, then from the National Indigenous Australian's Agency).

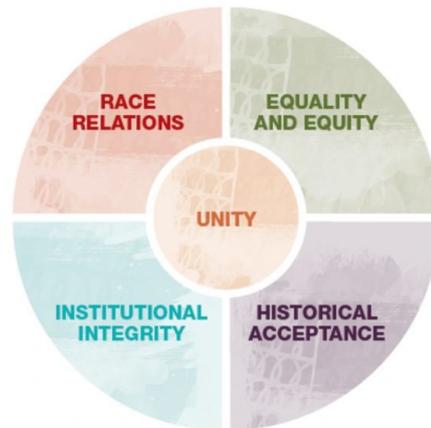
2017: A Feasibility Study on the Champion Centre and Seville Grove Library was completed, underpinned by data analysis, review of good practice examples and comprehensive consultation with the Aboriginal community. This resulted in Lotterywest granting the City \$4 million for the redevelopment of the Champion Centre and Seville Grove Library. The Champion Centre was completed in October 2019.

2022: The City has received Connected Beginnings funding for the Early Years Initiative (EYI) from February 2022 to June 2024 from the Federal Government Department of Education, Skills and Employment (administered by Minderoo).

Reconciliation Australia – the Reconciliation Action Plan Program

According to Reconciliation Australia's website, Reconciliation Australia is the nation's lead not-for-profit organisation for reconciliation. The organisation's purpose is to inspire and enable all Australians to contribute to the reconciliation of the nation, and therefore focuses on influencing organisations, people and policies.

Reconciliation Australia asserts that reconciliation is based on five interrelated dimensions, as the diagram below depicts:



The work of Reconciliation Australia includes the oversight of the Reconciliation Action Plan (RAP) Program for Australian businesses, schools, community groups and government organisations.

Reconciliation Australia's RAP Program comprises the provision of a process, framework and formal endorsement of an eligible organisation's RAP. The framework is underpinned by four RAP types relevant to the various stages of an organisation's reconciliation journey.

These RAP types are:

- *Reflect*: spans 12 months and is for organisations new to reconciliation and unsure how to get started.
- *Innovate*: spans two years and focuses on developing and strengthening relationships with Aboriginal and Torres Strait Islander peoples, engaging staff and stakeholders in reconciliation and developing and piloting innovative strategies to empower Aboriginal and Torres Strait Islander peoples.
- *Stretch*: spans a two to three year period, and is focused on longer-term strategies, and working towards defined measurable targets and goals. The Stretch RAP requires organisations to embed reconciliation initiatives into business strategies so they become 'business as usual'.
- *Elevate*: for organisations that have a proven track record of embedding effective RAP initiatives in their organisation through Stretch RAPs and are ready to take on leadership to advance national reconciliation.

DETAILS OF PROPOSAL

Based on the City's long term and ongoing commitment on maintaining a mutually beneficial relationship with the Aboriginal community, it is proposed that the Innovate type of RAP is the most appropriate category to consider for the City.

For a RAP in the Innovate category to be endorsed by Reconciliation Australia, the establishment of a RAP Working Group is required prior to embarking on the process of RAP development. According to Reconciliation Australia, the RAP Working Group is considered the governing body of the RAP and oversees its development and subsequent implementation. It is proposed that the RAP Working Group will comprise Aboriginal Elders, Councillors, City officers, community organisations and community members.

After the RAP Working Group is formed, the following steps are to progress the accreditation of the RAP by Reconciliation Australia:

1. Register the RAP
2. Draft the RAP
3. Submit the RAP
4. Receive feedback and amend
5. Receive accreditation of the RAP

The RAP Working Group will then continue to oversee the implementation of the RAP after its endorsement by Reconciliation Australia and Council.

It is proposed that a RAP Working Group is established to oversee the development of a draft RAP, with the draft RAP to be presented to Council within the 2022/23 financial year.

ANALYSIS

The City's dedication over the last 24 years to authentically engage and retain a positive relationship with the local Aboriginal community is demonstrated by its provision of a dedicated facility, staff, programs and proactive advocacy for external funding.

Developing a RAP within Reconciliation Australia's Innovate category assists with formalising the existing work undertaken and builds on this to ensure the City's actions in the reconciliation area are appropriate, at a high standard and can meet the requirements for accreditation.

The formation of a dedicated Reconciliation Action Plan Working Group is the first step to developing an Innovate RAP. This group will continue to oversee the RAP to ensure the approved actions are delivered to a high quality and within the specified timeframe. Both the RAP and the Working Group provide a mechanism for accountability in the City's reconciliation journey.

OPTIONS

Council has the following options:

1. Endorse the establishment of a Reconciliation Action Plan Working Group to oversee the development of a draft Reconciliation Action Plan
2. Endorse the development of a draft Reconciliation Action Plan to be presented to Council for endorsement prior to the end of the 2022/23 financial year
3. Do not endorse the establishment of a Reconciliation Action Plan Working Group to oversee the development of a draft Reconciliation Action Plan and continue to work successfully with the City's Aboriginal population in the same way as already established
4. Do not endorse development of a draft Reconciliation Action Plan to be presented to Council for endorsement prior to the end of the 2022/23 financial year and continue to work successfully with the City's Aboriginal population in the same way as already established
5. Seek further information on the process of developing a draft Reconciliation Action Plan including the establishment of a Reconciliation Action Plan Working Group

Options 1 and 2 are recommended.

CONCLUSION

The development of a draft RAP under the guidance of the RAP Working Group and in consultation with Reconciliation Australia will solidify the ongoing positive relationship between the City and the local Aboriginal community. It will provide a documented commitment to ensuring reconciliation is a long term, key focus of the City.

RECOMMEND

That Council:

- 1. Endorse the establishment of a Reconciliation Action Plan Working Group to oversee the development of a draft Reconciliation Action Plan**
- 2. Endorse the development of a draft Reconciliation Action Plan to be presented to Council for endorsement prior to the end of the 2022/23 financial year**

ATTACHMENTS

There are no attachments for this report.

1.2 - PROPOSED AMENDMENT TO SECURITY INCENTIVE SCHEME CRITERIA

WARD : ALL
FILE No. : M/350/22
DATE : 11 July 2022
REF : RM
RESPONSIBLE MANAGER : Executive Director
Community Services

In Brief:

- This report outlines a proposed amendment to the application eligibility criteria of the City's Security Incentive Scheme applicable from the 2022/23 financial year.
- Recommend that Council:
Endorse the amendment to the Security Incentive Scheme applicable from the 2022/23 financial year comprising the acceptance of one application per household every second year

Tabled Items

Nil

Decision Type

- Legislative** The decision relates to general local government legislative functions such as adopting/changing local laws, town planning schemes, rates exemptions, City policies and delegations etc.
- Executive** The decision relates to the direction setting and oversight role of Council.
- Quasi-judicial** The decision directly affects a person's rights or interests and requires Councillors at the time of making the decision to adhere to the principles of natural justice.

Officer Interest Declaration

Nil

Strategic Implications

Community

- 1.2 Improve Community Wellbeing
 - 1.2.1 Advocate for the delivery of services and programs as well as increased resources to contribute improvements in community safety

Legal Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

- \$25,000 has been allocated from the Community Development section of the Annual Budget

Consultation

Nil

BACKGROUND

The City's Security Incentive Scheme is an action in the City's Community Development Strategy as part of the Social Priority of Community Safety. The aim of the Social Priorities approach is to use a range of suburb-level data sets and community feedback to inform the City's responses to residents' concerns and aspirations. In the community engagement campaigns undertaken in 2019 and 2021 of 1640 residents, the results indicated that residents across all the City's suburbs view community safety as a primary issue.

The Security Incentive Scheme comprises issuing rebates to residents up to the value of \$200 (or \$250 for approved concession card holders) to help householders improve the level of security within their home by installing security devices. These security devices include:

- Home intruder alarms
- CCTV/security systems
- Keyed window locks
- Security sensor lights
- Security screen doors
- Security window screens
- Roller shutters
- Video doorbells
- Meter Box security
- Door deadlocks

The Security Incentive Scheme was launched in 2020/21 as a three-month pilot project funded in part by a grant from the Department of Justice's Criminal Property Confiscation Grants Program for the City's Crime Prevention Through Environmental Design (CPTED) Cocooning Project.

Based on the success of the initial pilot, the Scheme continued in 2021/22 as a response to the City-wide Social Priority of Community Safety with a budget of \$20,000 allocated. For this latter iteration the funds were exhausted by December 2021. The current criteria allows residents to apply for the rebate every financial year. Refer to Attachment 1.2.1.

The fiscal outputs of the Scheme per financial year are as follows:

2020/21 (initial three-month project)

- Number of rebates provided - 14
- Average Rebate - \$193.00
- Total - \$2,700.00

2021/22 Financial Year

- Number of rebates provided - 114
- Average - \$177.00
- Total - \$20,135.00

The table below indicates the suburbs the Scheme rebate recipients reside in.

Suburb	Count
Armadale	16
Bedforddale	5
Brookdale	7
Camillo	5
Champion Lake	2
Forrestdale	1
Harrisdale	4
Haynes	9
Hilbert	11
Karragullen	1
Kelmscott	18
Mount Nasura	2
Mount Richon	3
Piara Waters	17
Roleystone	14
Seville Grove	13
Wungong	0
Total	128

Security Incentive Scheme Evaluation Findings

An evaluation of the Security Incentive Scheme was recently undertaken to assess its results and impacts. It comprised a post-rebate survey sent to 128 recipients, with 47 residents participating. The following findings reflect the responses from the survey:

- 90% indicated that installing additional security devices to their home has improved their safety.
- 78% said that adding additional security devices to their home has improved their perceptions of safety in the community.
- 65% of the respondents indicated that the Security Incentive Scheme prompted them to add extra security features to their homes.
- 90% of respondents indicated they would recommend the Scheme to their neighbours.

Comments from the respondents included:

- I was pleased to hear about it from a friend and was very grateful to receive a rebate through the scheme.
- Makes you feel safer in your home with the stronger security door. The cash offer made it possible.

- Suggest an increase in the subsidy as an incentive to improve security further. This would encourage and assist pensioners, as income is fixed and does not keep pace with the ever increasing cost of living, making additional security difficult to afford.

DETAILS OF PROPOSAL

It is deemed reasonable to aim to disburse the Scheme's limited funds equitably to residents. It is proposed that the Security Incentive Scheme's criteria is amended to allow one application every two years rather than every year. This means that residents who did not receive the rebate last financial year may apply in 2022/23. This information will be included on the City's website and the Scheme's application form.

Due to the exhaustion of the \$20,000 allocated to the Security Incentive Scheme by December 2021, the FY23 budget has an allocation available of \$25,000. This is expected to support approximately 141 residents with installing home security. However, it is envisaged that the available funds will still be exhausted before the end of the 2022/23 financial year.

One of the positive outcomes cited in the evaluation comprised residents speaking with their neighbours and friends about strategies to increase safety in the home, therefore it is expected that interest via word of mouth will have a significant impact on an increased number of applications this year.

ANALYSIS

The Security Incentive Scheme was assessed in terms of its impact on community safety and crime prevention. The main findings show the primary objectives were achieved, with many respondents indicating that the Scheme has helped them to improve home safety and their own perception of crime. It is a tangible way that the City can contribute to assisting residents to increase safety at their homes and to also achieve other crime prevention outcomes such as increased connection between neighbours.

The demand for the rebate and the positive responses received indicate the Scheme is a worthwhile initiative to continue. The proposal to maximise the benefits of the Scheme with the amendment to the application criteria is conducive to increasing positive community safety outcomes.

OPTIONS

Council has the following options:

1. Endorse the amendment to the Security Incentive Scheme applicable from the 2022/23 financial year comprising the acceptance of one application per household every second year
2. Do not endorse the amendment to the Security Incentive Scheme applicable from the 2022/23 financial year comprising the acceptance of one application per household every second year
3. Endorse an alternative amendment to the Security Incentive Scheme applicable from the 2022/23 financial year, for example the acceptance of a one-off application per household with no further option to reapply
4. Increase the amount of funding
5. Discontinue the Security Incentive Scheme

Options 1 is recommended.

CONCLUSION

With many of the City's residents having cited community safety as a primary concern in the 2019 and 2021 community engagement campaigns, the Security Incentive Scheme has proven to be a welcome opportunity for residents to increase the safety of their homes. The Scheme has been evaluated with the results indicating that the outcomes have been positive to date. Amending the application criteria to provide support to more residents is an equitable approach and is conducive to positive impacts being more widely distributed.

RECOMMEND

That Council endorse the amendment to the Security Incentive Scheme applicable from the 2022/23 financial year comprising the acceptance of one application per household every second year (capped at a total of \$25,000 per year as the FY23 budget).

ATTACHMENTS

1. [CD 23840 21 Security Incentive Scheme - Application Form and Information - 2021\(3\)](#)

1.3 - DRAFT CHILD SAFE AWARENESS POLICY TEMPLATE

WARD : ALL
FILE No. : M/353/22
DATE : 12 July 2022
REF : RM
RESPONSIBLE MANAGER : Executive Director
Community Services

In Brief:

- This report presents the draft Child Safe Awareness Policy template for Council's response on the request of the State Government as a response to the Royal Commission's recommendation that Local Governments have a role in child safety practices
- Recommend that Council:
Note the draft Child Safe Awareness Policy template and provide a response to the State Government by way of this report in supporting the draft policy template

Tabled Items

Nil

Decision Type

- Legislative** The decision relates to general local government legislative functions such as adopting/changing local laws, town planning schemes, rates exemptions, City policies and delegations etc.
- Executive** The decision relates to the direction setting and oversight role of Council.
- Quasi-judicial** The decision directly affects a person's rights or interests and requires Councillors at the time of making the decision to adhere to the principles of natural justice.

Officer Interest Declaration

Nil

Strategic Implications

Community

1.2 Improve Community Wellbeing

- 1.2.2 Facilitate the alignment of service and program delivery to identify social priorities within the community

Leadership

4.1 Strategic leadership and effective management

- 4.1.5 Establish comprehensive governance policies and processes

Legal Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

Nil

Consultation

- The City was involved in the four co-design workshops hosted by the State Government in 2022 to develop the draft Child Safe Awareness Policy template alongside other WA Local Governments
- The draft Child Safe Awareness Policy template was distributed to all Departments across the City for comment

BACKGROUND

The Findings and Recommendations of the Royal Commission

The Royal Commission into Institutional Responses to Child Sexual Abuse (the Royal Commission) was established in January 2013 to investigate systemic failures of public and private institutions.

The Royal Commission examined the nature and adequacy of institutional responses and identified common failings. The key findings relating to arts, cultural, sport, community and other hobby groups were:

- sexual abuse can occur in a range of settings and have different enablers
- adults are sometimes valued over children's wellbeing
- perpetrators exploited their positions of power and authority
- erosion of personal boundaries – there was continuous disregard and invasion into personal space

The Royal Commission thereafter made 409 recommendations, one of which is specific to Local Government. This is Recommendation 6.12, cited as follows:

Recommendation 6.12

With support from governments at the national, state and territory levels, local governments should designate child safety officer positions from existing staff profiles to carry out the following functions:

- a) developing child safe messages in local government venues, grounds and facilities*
- b) assisting local institutions to access online child safe resources*
- c) providing child safety information and support to local institutions on a needs basis*
- d) supporting local institutions to work collaboratively with key services to ensure child safe approaches are culturally safe, disability aware and appropriate for children from diverse backgrounds*

Consultation with Local Government

The release of Recommendation 6.12 led to consultation with Local Governments by the Department of Local Government, Sport and Cultural Industries in 2021, with a focus on two main points:

1. to develop a better understanding of the current role of local governments in promoting child safety and how the outcomes of this work are reported internally, to Executive and to Council
2. to use this understanding of current work promoting child safety to inform development of an approach, to meet Recommendation 6.12 of the Royal Commission in implementing the child safety officer role

The consultation process comprised the State Government inviting Local Governments to provide feedback at a Council level. Hence in April 2021 a report was presented to Council summarising how the City of Armadale currently promotes and enacts child safety practices. The report also outlined further opportunities how this may occur and significantly, recommended that a child safe approach is not the role of one officer as initially cited in Recommendation 6.12 but that it would be more effective if embedded across the organisation as a whole. The report resulted in the following Council recommendation (C14/4/21):

That Council:

1. *Provide this report to the West Australian Local Government Association and the Department of Local Government, Sport and Cultural Industries, as Council endorsed feedback, into the development of the State Government's findings report and draft policy position statement regarding the Royal Commission into Institutional Responses to Child Sexual Abuse recommendation 6.12.*
2. *Receive further information on the related findings report and draft policy position statement when it becomes available.*
3. *Receive further information on the proposed Reportable Conduct Scheme when it becomes available.*

This report pertains to the second recommendation regarding the progress of a policy document.

Draft Child Safe Awareness Policy Template

After the Department of Local Government, Sport and Cultural Industries received feedback from WA Local Governments in 2021 regarding how Local Governments may action Recommendation 6.12, there was a shift in focus from establishing a designated child safety position to developing a child safe policy applicable to the organisation as a whole.

In early 2022, the Department of Local Government, Sport and Cultural Industries and the Department of Communities invited Local Government representatives to a series of co-design workshops to develop a draft Child Safe Awareness Policy template. Officers from the City participated in each of the four co-design workshops along with 35 other Local Government representatives. The draft template serves as a base document to provide a consistent policy stance across Local Government organisations.

The State Government's Child Safe Awareness Policy for Local Government Consultation Paper states:

'The Child Safe Awareness Policy is focused on the external role of local governments as community leaders. The policy aims to reduce the risk of child harm and abuse in our communities by encouraging child safe messaging and environments where the rights and voices of children and young people are a priority.'

Role and Responsibilities of Local Government

The attached draft template includes core functions of Local Government in the context of its responsibilities for child safety and were agreed upon within the co-design process. Below is an extract of the template under the 'Roles and responsibilities' section:

Roles and responsibilities

[Local Government] will ensure the following functions of this policy are resourced and assigned to the relevant officers for implementation

- *Developing a process to deliver child safe messages (for example at [Local Government] venues, grounds and facilities or events).*
- *Connecting and supporting local community groups, organisations, and stakeholders to child safe resources (including culturally safe and inclusive resources).*

In addressing this aspect of the template, a number of the City's previous comments provided to the Department in 2021 (cited from the April 2021 Council report) remains applicable, as summarised below:

- The City can feature State Government child safe resources via the City's website and use Social Media to promote these.
- Internal departments can promote, print and install City-branded child safe messages at City venues, grounds and facilities and through City programs. For example, there is child safe signage at the City's Champion Centre citing the National Principles for Child Safe Organisations and the practical application of these. The Armadale Fitness and Aquatic Centre is another key facility for the signage to be installed and officers are keen to implement this.
- Officers can share booklists and resources on child safety in parenting collections on the City's Libraries' website, during parent talks and during school visits when appropriate. Officers can provide additional information at early literacy programs in the City's Libraries.
- The City's Community Safety handbook can be extended to contain more information regarding child safety.
- Based on the identified needs of the City's discrete and diverse communities (suburbs) and cohorts (Aboriginal, Culturally and Linguistically Diverse and children with disability), officers can work with local organisations to link in with needed services to ensure child safe practices are in place for the specific needs.

DETAILS OF PROPOSAL

The co-design workshops between State and Local Governments have culminated in a draft Child Safe Awareness Policy, and the State Government is now seeking a formal response to the Policy template by 12 August 2022, with the responses to inform the final Policy.

The draft Child Safe Awareness Policy template is attached to guide Council's formal response. It is proposed that the draft template is noted and this response is provided to the State Government by way of this report. As a draft template, it is not the final policy but is the base template on which to develop the final policy document for Local Governments.

Council may be confident that the draft Child Safe Awareness Policy template will underpin the ethos and practice of the City in the context of child safety until further guidance is provided by Council when it adopts its own policy. City Departments are willing and prepared to ensure the key responsibilities in the document will be actioned, reflecting the active contribution officers have already made to the development of the draft template.

ANALYSIS

The Royal Commission's Recommendation 6.12 pertaining to Local Governments has been considered at length by the State and Local Governments in the context of the actions that can be taken at the Local Government level – what is the role, responsibility and expectation of Local Government in the area of child safety?

As reflected in the draft Child Safe Awareness Policy template, the consultation revealed that Local Governments are well placed to take a leadership role within their communities to raise awareness of child safety through messaging at events, facilities, programs, social media and by assisting community groups access the resources required to ensure child safe practices are an integral element of their activities.

As the draft Policy template states, Local Government does not have oversight, control, responsibility, or accountability for third parties to uphold legal and moral compliance for child safety, or to be a child safe organisation. This is outside the scope of the core business of Local Government. However, having a policy in place for the City to take a leadership role in raising awareness amongst all sectors of the local community aims to contribute to reducing the incidents and trauma of child sexual abuse.

OPTIONS

Council has the following options:

1. Note the draft Child Safe Awareness Policy template and report to the State Government to indicate its support for the draft policy template
2. Request further information about the draft Child Safe Awareness Policy template and do not provide a response at this time to the State Government by way of this report

Options 1 is recommended.

CONCLUSION

The draft Child Safe Awareness Policy template is a base document in which to build a formal policy for Local Governments. It is designed to understand and formalise the role of Local Governments in how they can consistently reiterate the importance of keeping children safe.

The City is committed to fulfill the identified role of Local Government, being to demonstrate leadership in raising awareness across all sectors of the community on the critical issue of child safety.

RECOMMEND

That Council:

- 1. Note the draft Child Safe Awareness Policy and report to the State Government to indicate its support for the draft policy template.**
- 2. Note that a City Child Safe Awareness Policy will be developed following finalisation of the State Child Safety Awareness Policy template.**

ATTACHMENTS

- 1. [Child-Safe-Awareness-Policy-for-Local Government \(1\)](#)**

2.1 - FIREWORKS PERMIT APPLICATION - 2022 KELMSCOTT AGRICULTURAL SHOW

WARD : RIVER
FILE No. : M/339/22
DATE : 28 June 2022
REF : RP
RESPONSIBLE MANAGER : Executive Director
Community Services

In Brief:

- An application for a fireworks permit for 14 October 2022 has been received for the purpose of a fireworks display at the Kelmscott Agricultural Show.
- Legal advice has confirmed that the approval of the permit cannot be delegated to the Chief Executive Officer (CEO) and must be determined by Council.
- This report recommends that Council approve the Department of Mines, Industry Regulation and Safety 'Fireworks Event Notice' for the fireworks display on 14 October 2022 and authorise the CEO to sign and issue the Notice accordingly.

Tabled Items

Department of Mines, Industry Regulation and Safety 'Fireworks Event Notice'

Decision Type

- Legislative** The decision relates to general local government legislative functions such as adopting/changing local laws, town planning schemes, rates exemptions, City policies and delegations etc.
- Executive** The decision relates to the direction setting and oversight role of Council.
- Quasi-judicial** The decision directly affects a person's rights or interests and requires Councillors at the time of making the decision to adhere to the principles of natural justice.

Officer Interest Declaration

Nil

Strategic Implications

- 4.1 Strategic Leadership and effective management
4.1.2 The City will develop organizational frameworks to achieve consistency, transparency and clarity of decision making processes

Legal Implications

Assessment of legislation indicates that the following is applicable:

- *Local Government Act 1995*
- *Dangerous Goods Safety Act 2004*
- *Dangerous Goods Safety (Explosives) Regulations 2007*

Council Policy/Local Law Implications

General assessment indicates Policy ENG 8 – Fireworks is applicable

Budget/Financial Implications

The adoption of the recommendation contained in this report has no financial implication.

Consultation

- Inter Directorate
- Kott Gunning Lawyers

BACKGROUND

Correspondence was received from Cardile International Fireworks Pty Ltd on 2 May 2022 seeking endorsement of a Department of Mines, Industry Regulation and Safety '*Fireworks Event Notice*' for a fireworks display at the Kelmscott Show on the 14 October 2022.

The City is familiar with the applicant and their business, having previously received and approved applications administratively to allow the applicant to carry out fireworks displays for the Kelmscott Show and the City's annual Australia Day Event.

COMMENT

The current review of the City's delegations has highlighted the requirement for Council to approve all applications for fireworks.

Legal advice has been previously sought ascertaining who could approve a blasting permit, subsequently it has been confirmed that there is no power for the Local Government to delegate approval of fireworks applications from Council to the Chief Executive Officer under the *Dangerous Goods Safety Act 2004*.

CONCLUSION

It is recommended that Council approve the application and authorise the CEO to sign the permit to be issued to the applicant accordingly.

RECOMMEND

That Council:

- 1. Approve the Department of Mines, Industry Regulation and Safety *'Fireworks Event Notice'* as attached, and;**
- 2. Authorise the CEO to sign and issue the Notice as attached.**

ATTACHMENTS

1. Confidential - DMIRS Fireworks Event Notice - Kelmscott Agricultural Show - 14 October 2022 - *This matter is considered to be confidential under Section 5.23(2) (b) of the Local Government Act, as it deals with the matter relates to the personal affairs of a person*

COUNCILLORS' ITEMS

Nil

EXECUTIVE DIRECTOR COMMUNITY SERVICES REPORT

Nil

MEETING DECLARED CLOSED AT _____

COMMUNITY SERVICES COMMITTEE		
SUMMARY OF ATTACHMENTS		
2 AUGUST 2022		
ATT NO.	SUBJECT	PAGE
1.2 PROPOSED AMENDMENT TO SECURITY INCENTIVE SCHEME CRITERIA		
1.2.1	CD 23840 21 Security Incentive Scheme - Application Form and Information - 2021(3)	28
1.3 DRAFT CHILD SAFE AWARENESS POLICY TEMPLATE		
1.3.1	Child-Safe-Awareness-Policy-for-Local Government (1)	33



Telephone: (08) 9394 5000
Facsimile: (08) 9394 5184
Website: www.armadale.wa.gov.au
Email: info@armadale.wa.gov.au
Address: 7 Orchard Avenue, Armadale, Western Australia 6112

Security Incentive Scheme

Community safety is everyone's responsibility. This Scheme aims to support Armadale residents to take an active role to improve the level of security within and around their property.

Eligibility:

To be eligible for the Scheme, you must comply with the following:

- Be a resident within the City of Armadale, or
- Be the property owner, an agent authorised to act on their behalf, or a tenant with consent from one of these.

Conditions:

1. Security devices must be provided and installed by a registered business with a Security Agents License, and sensor lights by a registered electrician.
2. Applications are not eligible for improvements, repairs or additions to existing devices.
3. One application per residence considered ~~each financial year~~ **every two years**.
4. The City provides no guarantee that a security rebate can be provided to all applicants if the allocated budget is fully expended prior to the end of the financial year.
5. Feedback form needs to be completed before payment is issued.
6. Applicants must not have outstanding debts or acquittals with the City of Armadale.
7. Applicants can install multiple security items in their home, however the total rebate amount will be **capped at \$200.00 per residence, per financial year**.
8. Applicants holding a valid Pensioner Concession, Health Care or WA Seniors Card, are entitled to claim a maximum security rebate amount of **\$250.00 per residence, per financial year**.

Rebates

The following table lists items available for the rebate and the rebate amount claimable:

Item/Device	Rebate	Rebate for Pensioner Concession, Health Care or WA Senior Card holders only
Home intruder alarm	\$200	\$250
CCTV System	\$200	\$250
Door deadlocks (per lock)	\$30	\$50
Keyed window locks (per lock)	\$25	\$30
Security sensor light	\$80	\$90
Security screen door (per door)	\$70	\$110
Security window screen (per window)	\$35	\$50
Maximum home security rebate	\$200	\$250



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Application Instructions

Step 1 - Claiming a Security Incentive Scheme rebate:

Forward the completed Security Incentive Scheme application to the City along with:

1. A copy of the written quote for the required security item / s, from a registered business with a Security Agents License.

OR

2. A copy of the invoice and receipt for full payment of the installed security item / s, undertaken by a registered business with a Security Agent License and within 12 months of the receipt date.

AND

3. A copy of the Home Occupier's valid Pensioner / Health Care / Seniors Concession card (where applicable).

Step 2 - Lodge your application:

Mail to:

City of Armadale
Community Development
Locked Bag 2 Armadale, WA 6992

In person to:

City of Armadale
Administration Centre
7 Orchard Avenue, Armadale 6112
Business hours:
8.15am - 4.45pm, Monday – Friday

Email applications to:

info@armadale.wa.gov.au

Step 3 - Confirmation

1. Application with written quote:
The City will review your application and advise you in writing of the outcome of your application, Funds will be transferred electronically.

or

2. Application with a copy of the invoice and receipt:
The City will review your application and advise you via email of the outcome of your application. Funds will be transferred electronically.



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Security Incentive Scheme Application

All sections need to be completed.

Applicant details

Applicant name:			
Address (of location for security device):	Suburb:		Postcode:
Contact number:		Email:	
Do you have a valid Concession Card? <input type="checkbox"/> Pensioner <input type="checkbox"/> Health Care Card <input type="checkbox"/> Seniors Card			
Have you previously claimed a Security Rebate? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Payment details:	Account Holder name:		
	BSB:		Account number:

Security device details

Reason for installation (pick one): <input type="checkbox"/> New home <input type="checkbox"/> Increase security <input type="checkbox"/> Victim of crime		
Security items for installation	Quantity	Total Quote
<input type="checkbox"/> Home intruder alarm		
<input type="checkbox"/> CCTV System		
<input type="checkbox"/> Door deadlock		
<input type="checkbox"/> Keyed window lock		
<input type="checkbox"/> Security sensor light		
<input type="checkbox"/> Security screen door		
<input type="checkbox"/> Security window screen		
Security Company License Number:		



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Installation Authority

Do you live in the property:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you the property owner? (If No , the details of the Owner / Landlord / Property Manager are required below)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Owner / Landlord / Property Manager details		
Name:		
Contact number:		
Address details:		
Declaration by Owner / Landlord / Property Manager		
I approve the installation of the security device to the above-mentioned property.		
Signature:		Date:

OFFICE USE ONLY			
Rebate approved?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Rebate amount: <input type="text"/>
Assessment number:	<input type="text"/>		
Applicant notified:	<input type="checkbox"/> Phone	<input type="checkbox"/> Email	Date: <input type="text"/>
Unpaid debtor invoices:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Unpaid rate debts:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Outstanding acquittals:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	



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Security Incentive Scheme - Feedback Form

In order for the City of Armadale to ensure high standards in the provision of its services and to evaluate the success of the Security Incentive Scheme, please take a few minutes to complete this feedback form.

Please tick one answer for each question.

How did you find out about the Security Incentive Scheme?

- | | |
|---|--|
| <input type="checkbox"/> Local newspaper | <input type="checkbox"/> Council/Community meeting |
| <input type="checkbox"/> Community display | <input type="checkbox"/> Brochure |
| <input type="checkbox"/> City of Armadale website | <input type="checkbox"/> Newsletter |
| <input type="checkbox"/> Word of mouth | <input type="checkbox"/> In the mail |
| <input type="checkbox"/> Other: | <input type="text"/> |

How safe do you feel in your home?

- | | |
|---|---|
| <input type="checkbox"/> I feel very safe | <input type="checkbox"/> I feel unsafe |
| <input type="checkbox"/> I feel safe | <input type="checkbox"/> I feel very unsafe |

Are there any areas in the City of Armadale where you feel unsafe (please be very specific)?

- Yes
(please specify):

- No

Did you know about the Security Incentive Scheme before you installed your security items?

- Yes No

Thank you for completing the Feedback Form. Please return the Feedback Form and your Application Form to:

Mail to:

City of Armadale, Community Development, Locked Bag 2 Armadale, WA 6992

In person to:

City of Armadale, Administration Centre, 7 Orchard Avenue, Armadale 6112

Email applications to: info@armadale.wa.gov.au

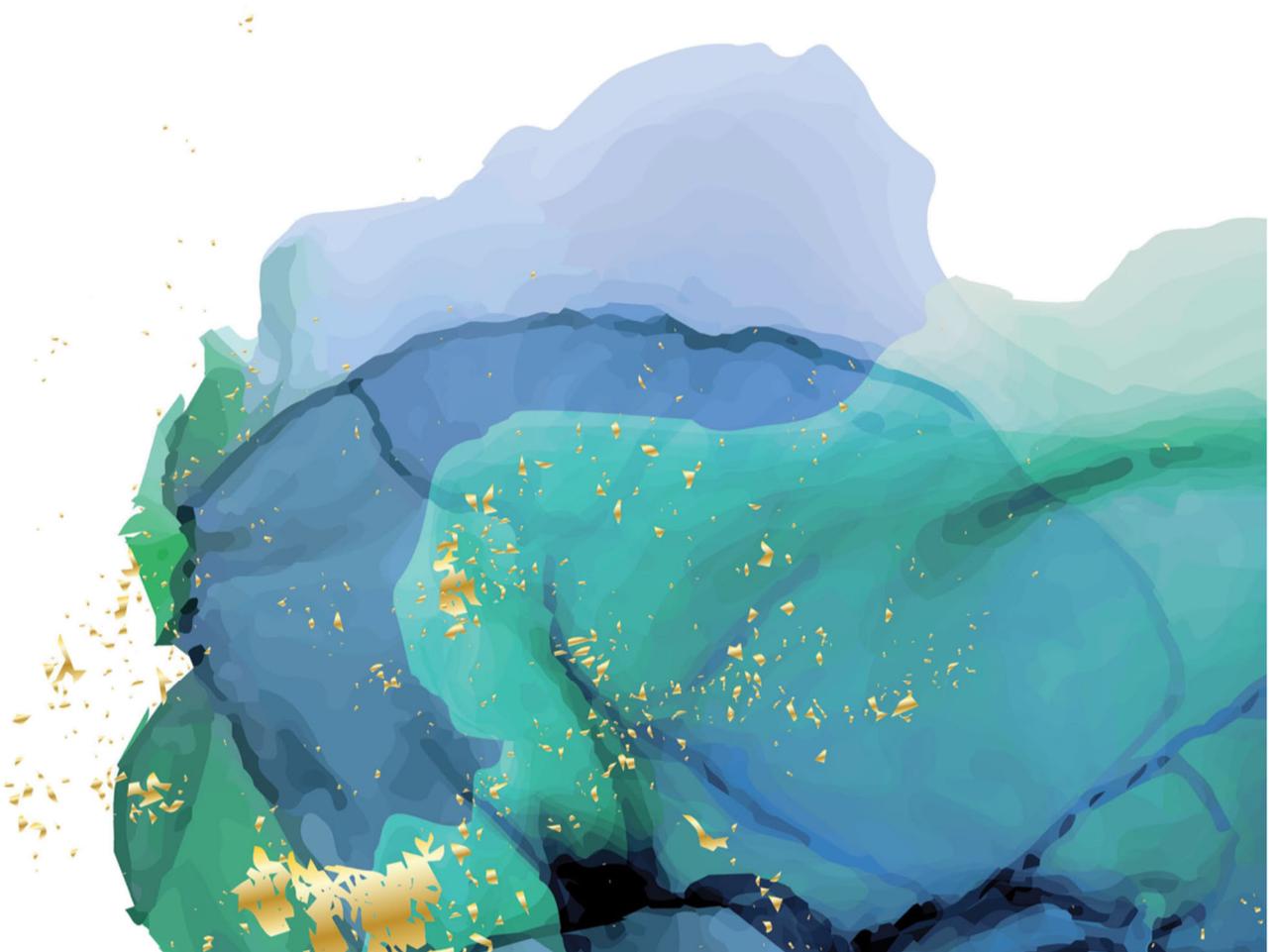


This initiative is part of the WA Government's action to create a Safer WA for Children by implementing the recommendations from the Royal Commission into Institutional Responses to Child Sexual Abuse.

Child Safe Awareness Policy for Local Government

Consultation DRAFT

July 2022



DRAFT Child Safe Awareness Policy for Local Government

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Roles and responsibilities	4

DRAFT

Child Safe Awareness Policy for Local Government

Disclaimer

This policy template was developed through a co-design process with Local Governments in June 2022. The Department of Communities undertakes that this information was correct at the time of publishing. It is provided for general information and does not constitute legal or other professional advice.

Instructions

Please read the accompanying notes and then use the following template as guidance to develop your own Child Safe Awareness Policy.

Policy Statement

[Local Government] supports and values all children. Local Government makes a commitment to support the safety and wellbeing of all children, including protection from abuse. This policy aims to reduce the risk of harm and child abuse in our communities by encouraging child safe environments to be created and maintained.

[Local Government] takes seriously its commitment to encourage local organisations to be child safe and ensure children are empowered, is committed to being child safe and demonstrating a zero-tolerance approach towards child abuse.

This policy recognises that [Local Government] is uniquely placed within the local community to demonstrate leadership in supporting organisations to be child safe to protect children from harm or abuse.

This policy serves as a framework that outlines our role in supporting local organisations to be child safe through access to resources, support, awareness raising and sharing information. We will be guided by the National Principles for Child Safe Organisations.

DRAFT Child Safe Awareness Policy for Local Government

Scope

Child safety is everyone's responsibility.

This policy applies to all Elected Members, employees, volunteers, trainees, work experience students and interns. It applies to occupants of Local Government facilities and venues, contractors and suppliers and anyone else who undertakes work on behalf of the City/Town/Shire, irrespective of their involvement in child-related work.

Definitions

Child/young person: Means a person under 18 years of age, and in the absence of positive evidence as to age, means a person who is apparently under 18 years of age.

Child Safe Organisation: Refers to organisations that:

- Create an environment where children's safety and wellbeing are at the centre of thought, values, and actions.
- Place emphasis on genuine engagement with and valuing of children and young people.
- Create conditions that reduce the likelihood of harm to children and young people.
- Create conditions that increase the likelihood of identifying any harm.
- Respond to any concerns, disclosures, allegations, or suspicions of harm¹ (note: in the context of local governments this would involve referring to the Department of Communities or WA Police to respond as appropriate).

Child safe: In this policy, child safe means protecting the rights of children/young people to be safe by taking actions that can help prevent harm and abuse.

Harm: Means any detrimental effect of a significant nature on the child's or young person's wellbeing including physical, emotional, or psychological development².

¹ Australian Human Rights Commission: What is a child safe organisation? [What is a child safe organisation? \(humanrights.gov.au\)](https://www.humanrights.gov.au/what-is-a-child-safe-organisation)

² Children and Community Services Act 2004 (WA) [WALW - Children and Community Services Act 2004 - Home Page \(legislation.wa.gov.au\)](https://legislation.wa.gov.au/legislation/homePage.nsf/0/00000000000000000000000000000000?open)

DRAFT Child Safe Awareness Policy for Local Government

Principles

- The rights of children are upheld.
- Children and young people are respected, listened to, and informed about their rights.
- Children and young people have the fundamental right to be safe.
- Children have the right to speak up, be heard and taken seriously.
- The best interests of children and young people come first when making decisions.
- Access to trusted and reliable information, including the National Principles for Child Safe Organisations, helps reduce the risk of harm and abuse.
- Communities are informed and involved in promoting child safety and wellbeing including protection from harm.
- Collaboration with the community and our partners promotes the safety, participation and empowerment of all children and young people.

Roles and responsibilities

[Local Government] will ensure the following functions of this policy are resourced and assigned to the relevant officers for implementation

- Developing a process to deliver child safe messages (for example at [Local Government] venues, grounds and facilities or events).
- Connecting and supporting local community groups, organisations, and stakeholders to child safe resources (including culturally safe and inclusive resources).

[Local Government] does not have oversight, control, responsibility, or accountability for third parties to uphold legal and moral compliance for child safety, or to be a child safe organisation. The City/Town/Shire is taking on a leadership role within community to support community organisations fulfil their responsibilities.

Local Government roles involved in the implementation of this policy (examples only)

- CEO
- Community Services
- Communications
- Governance

Local government is not responsible for developing child safe messages but is responsible for sharing them.

DRAFT Child Safe Awareness Policy for Local Government

Related Legislation (examples only)

- Child Care Services Act 2007
- Equal Opportunity Act 1984
- Local Government Act 1995
- National Principles for Child Safety Organisations
- United Nations Convention on the Rights of the Child (CRC)
- Work Health and Safety Act 2020
- Working with Children (Criminal Record Checking) Act 2004
- Others?

Related Local Government Policy (examples only)

- Aboriginal / First Nations / Cultural Policy
 - Child Safety Policy
 - Code of Conduct
 - Communications
 - Community Signage
 - Complaints Management
 - Engagement Policy
 - Information Technology
 - Record Keeping
 - Strategic Community Plan
 - Strategic and Operational Risk Plans
 - Volunteer Policy
 - Working with Children Checks
 - Youth Policy
-

DRAFT Child Safe Awareness Policy for Local Government

Review

This policy will be reviewed every two years or upon the introduction of other policy or legislation related to child safety.

Approval

Date
Name Title
Signature

DRAFT

Department of Communities

189 Royal Street, East Perth WA 6004
PO Address: PO Box 6334, East Perth WA 6892

Telephone: 08 6217 6888
Country callers: 1800 176 888

Email: enquiries@communities.wa.gov.au
Web: <http://www.communities.wa.gov.au>

Translating and Interpreting Service (TIS) – Telephone: 13 14 50

If you are deaf, or have a hearing or speech impairment, contact us through the
National Relay Service. For more information visit: relayservice.gov.au